

## ADMINISTRATIVE - INTERNAL USE ONLY

PRINTING AND PHOTOGRAPHY DIVISION  
WEEKLY REPORT FOR PERIOD ENDING  
28 July - 3 August 1983I. Items or Events of Major Interest that have Occurred During the Preceding WeekA. Digital Prepress Activities:

1. The ☐ color scanner arrived at P&PD on 2 August 1983. Installation will begin on 3 August and should take about a week to complete. Operator training will take place immediately upon completion of the installation.
2. Initial indications are that none of the respondents to the page makeup system RFP met all of the mandatory requirements. The evaluation teams are awaiting instructions from Procurement Division before proceeding with the evaluation.
3. A meeting was held with CPAS representatives to discuss a P&PS system proposal for an expanded Mini-Edit. Issues concerning the system's configuration, data security, personnel resources, etc. remain to be resolved. CPAS has agreed to respond to the P&PD proposal in writing at an early date.

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C. Copier Activities: On 1 August a meeting was held with Procurement Management Staff and Procurement Division representatives to discuss the potential impact on the copier program of a draft policy statement on foreign ownership, control, or influence (FOCI). It was determined that, at this point, the new policy which will be published as a Headquarters Notice has no impact on present or currently planned copier activities.

D. Quality Circles (QC's): A special meeting of the QC Steering Committee, attended by the Director of Logistics and the QC Consultant, was held to review the QC Consultant's assessment report. Areas of concern

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in the report were discussed, and the consultant strongly urged that the QC pilot program evaluation period be extended from October 1983 to January 1984

E. OSWR Support: Through the extraordinary use of equipment designed for other functions, P&PD's Photography Branch was able to meet an OSWR requirement for color copies of documents that it otherwise could not have met. The utilization of the "inappropriate" equipment also reduced the cost of the job from [redacted] of the Photography Branch gets full credit for this creative and innovative production concept.

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F. DDO Support: The P&PD Photography Branch successfully met a two hour deadline to process 84 finished color prints for a DDO component.

II. Significant Events Anticipated During the Coming Week

None

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